

**Part 4, Enclosure 5**  
**ATTACHMENT#1**

United States  
Department of  
Agriculture

Food Safety  
and Inspection  
Service

Office of  
International  
Affairs

Washington, DC. 20250

## Failure to Present Notification Worksheet

Information required upon notification of a Failure to Present (FTP) is to be e-mailed to OIA Headquarters ([importinspection@fsis.usda.gov](mailto:importinspection@fsis.usda.gov)) and your Regional Import Field Office mailbox. (Import Manual of Procedures, Part 4, Sec. 1, Enclosure 5)

Date			
Health Certificate number		Shipping Mark	
Exporting Est. number/Country		Import House number	
Name and address of Importer of Record or Consignee			
AIIS Lot ID number (s)			
Customs Entry number(s)			
Broker name, and address			
Broker phone number			
Broker Fax number			
Product Port of Entry			
Date of entry			
Additional comments			
OIA Headquarters Notified (Y/N)			
Regional Import Field Office Notified (Y/N)			
ISLO Notified (Y/N)			

**Note: A copy of the FSIS 9540-1 and Health Certificate (if a copy is made available to you) should be faxed to OIA Headquarters and your Regional Import Field office.**